

**REGULAR CAUCUS MEETING  
OF THE COUNCIL OF THE CITY OF BROOK PARK, OHIO  
TO BE HELD ON TUESDAY, OCTOBER 14, 2025  
7:00 P.M.**

**I. ROLL CALL OF MEMBERS:**

**II. PLEDGE OF ALLEGIANCE:**

**III. APPROVAL OF MINUTES OF PRECEDING MEETINGS**

REGULAR CAUCUS MEETING MINUTES HELD ON SEPTEMBER 10, 2025.

**IV. DISCUSSION:**

1. AN ORDINANCE AMENDING SECTION 351.13 OF THE BROOK PARK CODIFIED ORDINANCES AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt- PER COUNCIL PRESIDENT SALVATORE.
  
2. A RESOLUTION SUPPORTING AND AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE CUYAHOGA COUNTY DEPARTMENT OF DEVELOPMENT FOR THE 2026 CUYAHOGA COUNTY COMMUNITY DEVELOPMENT SUPPLEMENTAL GRANT (CDSG) PROGRAM; TO PROVIDE FINANCIAL ASSISTANCE FOR IMPROVEMENTS TO BROOK PARK PARKS AND PLAYGROUNDS AND AUTHORIZING THE MAYOR TO ACCEPT ANY AWARDED GRANT FUNDS AND FILE ALL DOCUMENTS AND EXECUTE ALL AGREEMENTS NECESSARY TO RECEIVE ANY AWARDED GRANT FUNDS AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt - PER COUNCIL PRESIDENT SALVATORE.

**V. FINANCE COMMITTEE – CHAIRMAN, SCOTT:**

1. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH PFUND SUPERIOR SALES CO., INC. FOR THE PURCHASE OF A 2024 FORD E-450 LIFE LINE TYPE III AMBULANCE, MODEL 'SUPERLINER' AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

**VI: PLANNING COMMITTEE – CHAIRMAN, POINDEXTER:**

1. A REQUEST FOR A LOT CONSOLIDATION AT 13955 BROOKPARK ROAD, LOCATED IN THE U7 ZONING DISTRICT.

**VII. SERVICE COMMITTEE – CHAIRMAN, ROBERTS:**

1. AN ORDINANCE AUTHORIZING AND APPROVING THE MAYOR TO ENTER INTO A PERSONAL SERVICES CONTRACT WITH BUILDING TECHNICIANS CORP. FOR PROFESSIONAL SERVICES AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.
2. AN ORDINANCE AMENDING ORDINANCE NO. 11477-2025, AUTHORIZING THE MAYOR TO PURCHASE BRIDGE LIGHTING AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.
3. AN ORDINANCE AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE TO ADVERTISE FOR BIDS AND FOR THE MAYOR TO ENTER INTO A CONTRACT FO THE 2026-2027 EQUIPMENT AND GENERAL PAVEMENT SERVICES PROGRAM AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

**VIII. ADJOURNMENT**

**Posted 10/10/2025**

**REGULAR CAUCUS MEETING  
OF THE COUNCIL OF THE CITY OF BROOK PARK, OHIO  
HELD ON TUESDAY, OCTOBER 14, 2025**

The meeting was called to order by Council President Salvatore at 7:00 p.m., the clerk called the roll and the following Members of Council answered:

**TROYER, ROBERTS, DUFOUR, POINDEXTER, MENCINI, McCORKLE, SCOTT**

Also in attendance were Mayor Orcutt, Law Director Horvath, Finance Director McGann, Fire Chief Fike and Service Director Beyer.

**APPROVAL OF MINUTES OF PRECEDING MEETINGS:**

1. Regular Caucus meeting minutes held on September 10, 2025.

**Motion** by Mr. Mencini, supported by Mr. McCorkle, to approve as presented.

**ROLL CALL: AYES:** Mencini, McCorkle, Scott, Roberts, Dufour, Poindexter

**NAYS:** Troyer

**DISCUSSION:**

1. AN ORDINANCE AMENDING SECTION 351.13 OF THE BROOK PARK CODIFIED ORDINANCES AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt and C/W.

Mayor Orcutt stated this adds a paragraph c on page two (2) for non-residential off-loading purposes. If getting a refrigerator, dryer, piece of furniture, etc., delivered and a delivery truck stops on a residential street, that's fine. The issues occurring is where businesses have enough space for parking for off-loading of merchandise where the drivers are not utilizing the parking lot areas and block the road instead, especially in areas of West 137th Street. Paragraph C speaks to non-residential commercial loading on premises, except written permission issued by the city. Paragraph D gives examples of parking zones and gives authority to police officers for issuing citations.

Mr. Mencini asked if this pertains to grass-cutters and so forth?

Mayor Orcutt responded no, paragraph C will be amended to read in non-residential district.

Mr. Mencini continued what about the trucks on Henry Ford Boulevard, will that apply?

Mayor Orcutt responded that is private property and if there are no signs posted that becomes a gray area due to not being affected by residential areas. Thinks that Brook Park needs a truck stop especially with Ford producing over 800,000 motors and having a lot of traffic yearly.

**Discussion: cont.**

Mr. Mencini concurred with a truck stop in Brook Park.

Mr. Poindexter asked how would the written permission work and what would be use of permission granted for loading and off-loading?

Mayor Orcutt responded would be a case by case occurrence by looking at what business they are at and interrupting. There is much traffic on West 137th Street so new signs are coming in order for the police chief to enforce this new law.

Mr. Troyer stated this problem business does this provide commercial and loading on the premise?

Mayor Orcutt responded the company has very large loading area.

Mr. Troyer continued just not using it because the wording on this is 'prohibited to any business that does not provide designated commercial parking or loading areas on the premises. Section C was read into the record and stated if it's provided it doesn't apply.

Mayor Orcutt commented that can be stricken.

Mr. Troyer reiterated reading section C into the record in its entirety and stated it's only for businesses that don't provide loading areas.

Mayor Orcutt responded I saw that too and think that when the police chief was utilizing other cities ordinances, in order to strengthen this.

Mr. Salvatore stated to Mayor Orcutt it's one (1) thing to provide but if unable to get to think this law would apply.

Mayor Orcutt deferred to Madam Horvath who worked on this also.

Madam Horvath understand Mr. Troyer's point and suggested wording 'does not provide and use commercial parking'. It's one (1) thing to have and another if not used, can be taken out.

Mr. Troyer continued think the best would be to remove that wording.

Mr. Troyer continued think it would be to remove that wording. Also read the first (1st) paragraph of 351. 13 in its entirety. Had an issue with this for a while due to if a contractor comes to a residence to repair a faucet washer repair. Does the seven (7) vehicle weight six (6) feet six (6) inches height and 6,000 pounds' gross vehicle weight include the mirrors, since it's not stated. That description describes

**Discussion: cont.**

a basic 1,500 work van or pickup truck with a cab or something included. The way the law is not no one can come to a resident's home to make repairs unless pull in driveway and unload equipment and tools and park elsewhere. Offered some options to the end of 351.13 (a) to read 'and except performance of work at residence'.

Mayor Orcutt stated think with the need to take a little time on that due to people parking vehicles of that nature continually. Would like to talk with the law director and police chief about that so people don't try to play games about parking a commercial vehicle in a residential neighborhood; without the correct intent.

Mr. Mencini stated this was discussed with commercial parking but because of reasons stated best to get this cleared up so there are no issues down the road.

Mr. Scott asked with what if there are loading areas but not used.

Mayor Orcutt responded want to have language that if they have and don't use can be cited. Want to make sure that the wording is more definitive. The area of West 137th Street has become a real city issue and though would be corrected with signage but doesn't always work.

Mr. Dufour stated think it is a necessary piece and would rely on the law department and police chief whether to remove or add verbiage; whatever solves the problem better. The question I have is under D-3 read in its entirety and last year 351.02 was amended add in language of specified times for loading zones.

Mayor Orcutt responded think that would be a case by case basis as to what is going there. The city does not have very many abandoned buildings but when the buildings get occupied and does not have loading on site. The city has to provide some permission during a specific time frame to keep industrial parkways the ability to load or off-load materials.

**Motion** by Mr. Troyer, supported by Mr. Mencini, to place on October 21st Council agenda, first reading.

**ROLL CALL: AYES:** Troyer, Mencini, McCorkle, Scott, Roberts, Dufour, Poindexter  
**NAYS:** Unanimous.

Mr. Troyer apologized incorrect motion, not introduced should be letter J.

**Motion** by Mr. Troyer, to reconsider. Lack of second.

Mr. Poindexter everyone co-sponsored will end up on first reading, anyway.

**Discussion: cont.**

2. A RESOLUTION SUPPORTING AND AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE CUYAHOGA COUNTY DEPARTMENT OF DEVELOPMENT FOR THE 2026 CUYAHOGA COUNTY COMMUNITY DEVELOPMENT SUPPLEMENTAL GRAND (CDSG) PROGRAM; TO PROVIDE FINANCIAL ASSISTANCE FOR IMPROVEMENTS TO BROOK PARK PARKS AND PLAYGROUNDS AND AUTHORIZING THE MAYOR TO ACCEPT ANY AWARDED GRANT FUNDS AND FILE ALL DOCUMENTS AND EXECUTE ALL AGREEMENTS NECESSARY TO RECEIVE ANY AWARDED GRANT FUNDS AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt and C/W.

Mayor Orcutt stated the city is applying for a \$50,000.00 grant through Cuyahoga County for city playgrounds replacement program. The city was awarded a grant through Gametime, as in the past, and this grant would assist with replacement of playground equipment at McGovern Park.

**Motion** by Mr. Poindexter, supported by Mencini, to place on next week's Caucus Prior to agenda.

**ROLL CALL: AYES:** Poindexter, Mencini, McCorkle, Scott, Troyer, Roberts, Dufour  
**NAYS:** Unanimous.

**FINANCE COMMITTEE - CHAIRMAN, SCOTT:**

1. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH PFUND SUPERIOR SALES CO., INC. FOR THE PURCHASE OF A 2024 FOR E-450 LIFE LINE TYPE III AMBULANCE, MODEL 'SUPERLINER' AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt and C/W.

Mayor Orcutt stated this is for a new ambulance, that is available now, and deferred to Fire Chief Mr. Fike

Mr. Fike stated there is an urgent need for this ambulance due to the overheating issues and needing a complete motor replacement with current ambulance. The Vehicle Maintenance Division did a complete comprehension of the ambulance inspection and found out that the long-term of keeping the ambulance safe and reliable was very questionable. Fortunately, our ambulance representative informed the city that a new ambulance was coming off the line soon and built to the city's specifications; very lucky time because lead-time for ambulances is usually three (3) years out.

Mr. Poindexter thanked Chief Fike for coming and clarified that the new ambulance when received will be put in service immediately?

Mr. Fike responded yes, there will be a few modifications such as radio communication; hopefully will be ready for service by end of November.

**Finance Committee - Chairman, Scott: cont.**

Mr. Poindexter clarified that even though it is a 2024 model will still be a brand new ambulance?

Mr. Fike responded yes, with a manufacturing warranty beginning when received.

Mr. Salvatore asked what is the normal life expectancy of an ambulance mileage wise?

Mr. Fike responded, if lucky, the city would get about 15 years out of an ambulance and a new program is beginning for corrosion; hope to get 12 to 15 years. Usually by 100,000 miles is when the vehicle starts showing wear and tear on the motor.

Mayor Orcutt stated Mr. Fike brought forward an undercoating program for all city vehicles with the assistance from Mr. Beyer for extending the life of the vehicle.

Mr. Troyer mentioned the undercoating program being used is awesome. Asked Mr. McGann if this lurks as Ohio Term schedule pricing, sort of like a consortium, so doesn't need to go out to bid?

Mr. McGann concurred.

**Motion** by Mr. Poindexter, supported by Mr. Dufour, to place on next Council agenda, first reading.

**ROLL CALL: AYES:** Poindexter, Dufour, Roberts, Troyer, Mencini, McCorkle, Scott  
**NAYS:** Unanimous.

**PLANNING COMMITTEE - CHAIRMAN, POINDEXTER:**

1. A REQUEST FOR A LOT CONSOLIDATION AT 13955 BROOKPARK ROAD, LOCATED IN THE U7 ZONING DISTRICT.

Mr. Poindexter stated this was passed by unanimous vote at the last Planning commission meeting, representatives in attendance.

Jeff Plautz, Surveyor-Civil Engineers  
 Neff & Associates  
 6405 York Road  
 Parma Hts.

Larry Villines, Vice President  
 Classic Automotive Group  
 JBLC Real Estate  
 13930 Brookpark Road  
 Brook Park

Mr. Plautz stated looking to consolidate two (2) parcels at Brookpark Road and West 140th Street to facilitate an auxiliary facility for Classic Mazda dealership.

**Planning Committee - Chairman, Poindexter: cont.**

Mr. Villines stated relocated the Mazda dealership in 2020 and the current location and business has quadrupled, running out of space. The employee count has moved from 16 since January, 2020 to 46 employees currently; with a payroll approaching \$3.8 million-dollars.

Mr. Poindexter mentioned this property was before Council for a consolidation and lot split for a Dunkin Donuts facility, that fell through. Mazda would like to consolidate and use the entire property.

Mr. Troyer stated had concerns with losing a business but would rather expand a good business.

**Motion** by Mr. Troyer, supported by Mr. Roberts, to have proper legislation drafted and placed on the next Council agenda, first reading.

**ROLL CALL: AYES:** Troyer, Roberts, Dufour, Poindexter, Mencini, McCorkle, Scott  
**NAYS:** Unanimous.

**SERVICE COMMITTEE - CHAIRMAN, ROBERTS:**

1. AN ORDINANCE AUTHORIZING AND APPROVING THE MAYOR TO ENTER INTO A PERSONAL SERVICES CONTRACT WITH BUILDING TECHNICIANS CORP. FOR PROFESSIONAL SERVICES AND DECLARING AN EMERGENCY.  
Introduced by Mayor Orcutt and C/W.

Mayor Orcutt stated this is for roof repairs to the police and fire safety building. Section two (2) provides the cost of \$71,800.00 coming out of Fund 401 - Capital Improvement. Deferred to Mr. Beyer.

Mr. Beyer stated the city received three (3) bids and for some time service department personnel has been chasing leaks in numerous areas, both police and fire. Not being very successful a thermal graphing survey was done and there are some areas of concern.

Mr. Troyer stated a while back roofing materials sat outside the safety building.

Mr. Beyer responded can't remember the name of the company that did work on the fire station all the way to the westerly side of building, the warranty expired recently.

Mr. Troyer continued what kind of warranty is the city getting with this and the expectation of how long it will last?

Mr. Beyer responded they are providing remedy the saturation and leaks warranty there none. Will remedy the saturated areas so there are no longer leaks.

**Safety Committee - Chairman, Roberts: cont.**

**Motion** by Mr. Troyer, supported by Mr. Mencini, to place on October 21st Council agenda, first reading.

**ROLL CALL: AYES:** Troyer, Mencini, McCorkle, Scott, Poindexter, Dufour, Roberts  
**NAYS:** Unanimous.

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2. AN ORDINANCE AMENDING ORDINANCE NO. 11477-2025, AUTHORIZING THE MAYOR TO PURCHASE BRIDGE LIGHTING AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt and C/W.

Mayor Orcutt stated approval was approved by City Council to do bridge lighting at different locations and viaducts in the city. The bid for that project is not changing but what did end up changing is the name of the company. Former company was PEPCO and is now Echo Electric.

Mr. Mencini asked if the light changing will be the same on Holland Road.

Mr. Beyer responded yes.

Mr. Mencini continued what is the next bridge?

Mr. Beyer responded bridge under I-71 on Snow Road.

**Motion** by Mr. Poindexter, supported by Mr. Troyer, to place on next Council agenda, first reading.

**ROLL CALL: AYES:** Poindexter, Troyer, Roberts, Dufour, Mencini, McCorkle, Scott  
**NAYS:** Unanimous.

3. AN ORDINANCE AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE TO ADVERTISE FOR BIDS AND FOR THE MAYOR TO ENTER INTO A CONTRACT FOR THE 2026-2027 EQUIPMENT AND GENERAL PAVEMENT SERVICES PROGRAM AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt and C/W.

Mayor Orcutt stated this is the third (3rd) time for this project to hire a company to utilize for the roads program. Deferred to Service Director Beyer.

Mr. Troyer asked is this what was used to do Sylvia, an extension of that?

Mr. Beyer concurred and stated it's a time of material contract.

Mr. Troyer asked is there any big changes in this.

**Service Committee - Chairman, Roberts: cont.**

Mr. Beyer responded this is the same that is put out to bid; the contractors put in the contract amount.

Mr. Poindexter clarified this is a contract to bid for rates?

Mayor Orcutt responded this is just to hire a company, anyone bidding will have to fill out the huge packet with hourly backhoe rates; hourly for a skid-steer. Once all that information is received and decision is made for lower and/or best bid. Legislation will be brought forward to City Council listing the roads to be done.

**Motion** by Mr. Troyer, supported by Mr. McCorkle, to place on October 21st Council agenda, first reading.

**ROLL CALL: AYES:** Troyer, McCorkle, Scott, Mencini, Poindexter, Dufour, Roberts  
**NAYS:** Unanimous.

**Motion** by Mr. Roberts, supported by Mr. Dufour, to go the Addendum.

**ROLL CALL: AYES:** Roberts, Dufour, Poindexter, Mencini, McCorkle, Scott, Troyer  
**NAYS:** Unanimous.

**Addendum - Discussion:**

1. A Resolution to promote awareness and education about sudden unexpected death in Epilepsy (SUDEP) and to observe the SUDEP Awareness Act on October 26, 2025 and declaring an emergency. Introduced by Council President Salvatore, C/W and Mayor Orcutt.

Mr. Salvatore stated this was asked by North Royalton President of Council to bring forward for consideration.

Mr. Dufour mentioned have known the people affected by this and not sure if I could go through what they've been through.

Mayor Orcutt stated House Bill 229 recognizes not only October 26th but the month of November for SUDEP. The recreation center rock will be painted in recognition.

**Motion** by Mr. Troyer, supported by Mr. Roberts, discussed.

**ROLL CALL: AYES:** Troyer, Roberts, Dufour, Poindexter, Mencini, McCorkle, Scott  
**NAYS:** Unanimous.

Mr. Salvatore mentioned due to the thickness of agenda packets please bring to next meeting for cost savings.

There being no further business to come before this meeting a **motion** by Mr. Mencini, supported by Mr. Roberts, to adjourn.

**ROLL CALL: AYES:** Mencini, Roberts, Troyer, Dufour, Poindexter, Scott, McCorkle  
**NAYS:** Unanimous.

Council President Salvatore declared this meeting adjourned at 8:05 p.m.

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RESPECTFULLY SUBMITTED

  
Carol Johnson  
Clerk of Council

APPROVED November 12, 2025

THESE MEETING MINUTES APPROVED BY BROOK PARK CITY COUNCIL ARE A SYNOPSIS, NOT TRANSCRIBED IN THEIR ENTIRETY, ALTHOUGH ACCURATE.